



**TOWN OF KNIGHTDALE**  
**PLANNING AND ENGINEERING COMMITTEE**  
**MEETING AGENDA**

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950 Steeple Square Court, Knightdale, North Carolina 27545

**August 9, 2010**  
**5:30 PM**

ITEM I. CALL TO ORDER

**...the meeting was called to order by Councilor Gleason at 5:32PM August 9, 2010.**

**In attendance:** Councilor Gleason, Councilor Poirier (arrived 5:50), Brett Zick, Doug Taylor, Seth Lawless, Fred Boone, Chris Hills, Jeff Triezenberg, Brad Johnson

ITEM II. APPROVAL OF MINUTES

**... Mr. Gleason moved to approve the minutes. The motion was acclimated without objection.**

ITEM III. OLD BUSINESS

*I-540 Landscaping Project*

Performed inspection and creation of punch list for contractor July 26. Contractor has not been on site since that date. DBE provisions ask for 2% participation by minority businesses. Mulch was not being delivered by contractor who qualified for DBE. Mr. Zick noted that he had seen work going on out there today.

*Poplar Creek Sewer Line*

Mr. Boone explained that construction started in the south and are moving north, project scheduled to be 12-18 months. Easement acquisition has taken longer than expected.

*Fayetteville Street Railroad Closing*

Mr. Boone explained that the NC DOT is proceeding and recommending that the crossing at Fayetteville St. be closed and are seeking Town support for that. Mr. Boone elaborated that the Town had submitted a laundry list of

things that we were interested in if the crossing had to be closed. The estimate provided for mitigation was about \$500,000.

Mr. Boone further explained that the NC DOT had placed on the table a possibility of Smithfield road and First Avenue becoming a roundabout intersection whose cost wouldn't be much more than that suggested for mitigation.

The group was very interested in the concept of a roundabout and the opportunities presented by the roundabout concept.

Mr. Taylor noted that there could be interesting considerations with regard to traffic calming, and wondered about sight distances for the intersection.

Mr. Boone noted that the NC DOT would like to have a letter of support by September and the sequence of events is starting to fill in.

#### *Minimum Housing Ordinance Update*

Mr. Triezenberg has been coordinating with Clyde Holt on this. We will amend the document to exclude the language regarding the rental properties and extend the coverage of this to our ETJ. This will move forward in September ZTA cycle and will remain in our Code of Ordinances and not in UDO.

The group noted that this seemed reasonable.

#### *ETJ Extension Update*

Mr. Hills explained the process that has been undertaken toward the extension of the ETJ and the stumbling blocks that have been encountered thus far. Staff has been looking to identify ways to accommodate farms in the ETJ by comparing Knightdale's standards with Wake County's standards. The County allows exempt buildings on farms. Temporary housing does not have restrictions in Wake County, but Knightdale would not allow without the same process as a normal dwelling unit, as cities are not have the statutory authority to exempt structures from the NC building code.

Mr. Hills noted that his experience has been that farmers in the current ETJ are satisfied with their service. The goal isn't to regulate farms now, but to regulate how they develop if they choose to.

The group agreed that farms should get a blanket exemption, much like in Apex, and their definition should align with state statutes. Mr. Hills emphasized that the goal would be to encourage farmers to keep farming,

but landowners who were investors wouldn't get the exclusion. The group recommended staff formulate a UDO amendment to this effect.

Mr. Hills expressed his understanding that the airport's owners were worried about the increased standards for the development of the airport which led them to formally ask to be excluded. Wake County has not expressed that it would like to leave this area out of the expansion of the ETJ, as it had considered when the landfill was an issue.

Mr. Boone explained that there was some concern about the water standards and possible utility expansion.

The group discussed the merits of retaining the airport in the ETJ extension request. The group was supportive of keeping it in.

#### ITEM IV. NEW BUSINESS

##### *Small Project Management Policy*

Mr. Boone explained the impetus behind the project: maintenance is very good, and big projects are very good, but 10k-50k projects, fall through the cracks. Document requests, set a budget, move forward with executing projects. Key is to work collaboratively with department heads to identify needs. He explained the process behind small projects. The group was supportive of the idea and its possibilities.

Suggested projects include Hinton Oaks median extension, Wide Waters roundabout improvements and a new roof at the swimming pool.

##### *NPDES Phase II Permit Renewal*

Mr. Boone distributed a packet for group evaluation. Creation of a storm water outfall map was first priority. Staff was touching base with DWQ to come to a good medium for the permit requirements moving forward. Imperiled streams are of concern specifically in the Neuse corridor; Mr. Boone explained his concerns with constant waterway monitoring; threatened or endangered species inventory for the ETJ.

The permit has gone from being 13 pages to 57 pages.

Mr. Gleason asked what the timeline was for the permit. Mr. Boone explained that the Town would have enough time to thoroughly finish the permit application.

Mr. Boone noted that the Town received a waterway grant the town was unprepared for and was looking forward to distributing the money.

### *Tall Grass Ordinance Update*

The group was supportive of a one height, 12", and an ordinance amendment to be brought before Council in September.

### *Infill Development Flexibility in UDO*

Staff has been investigating different alternatives that could be pursued by Faith Baptist church regarding their new property, a former cabinet shop entirely surrounded by the existing church's property, which would require off-site upgrades to Marks Creek Rd. if it was to be utilized.

Councilor Gleason noted that there were businesses have been turned off by investigating the relatively high costs of off site improvements.

The group was looking for distinctions between different sites and how they could lower the burden of off-site improvements, or even if that would be wise. There was some conversation about making a distinction about being in town limits and in the ETJ.

The group agreed on the benefits of the policy over all, and was unsure about how to/if to accommodate Faith Baptist specifically.

Mr. Hills offered that the Church could recombine and create a flag lot. Councilor Gleason noted that in Raleigh there is a distinction between plot plans and site plans in development process.

Mr. Hills offered that the conversation would continue, and that staff would bring it back next month to the committee with the intention of October Town Council action if necessary.

### ITEM V. OTHER BUSINESS

The committee discussed Massey Autoworks Request for a chain link fence. Mr. Zick was interested if they were in compliance with their original development agreement. The group was not interested in changing the fencing regulations at this time for the business, but urged further investigation into the development agreements incumbent upon the property.

### ITEM VI. ADJOURNMENT

**...Councilor Gleason moved to adjourn at 7:02. The motion was acclimated without objection.**

## PLANNING BRIEFS:

1. The Town of Knightdale ETJ Extension request is progressing through the Wake County legislative process. The request has been sent to the Wake County Planning Board for review. Please see the schedule of dates below that details the milestones in the process.
  - a. Second October Board Of Commissioners Meeting: County Board of Commissioners holds Public Hearing on ETJ Request
  - b. October 4, 2010: Town of Knightdale Public Hearing to Accept Extension of ETJ Boundary (Legal Ad to EWN on September 3, 2010 for a 4-week run)
  - c. November 1, 2010: Town of Knightdale Public Hearing for zoning adoption (Legal Ad to EWN on October 15, 2010 for a 2-week run)
  - d. November 8, 2010: Town of Knightdale Land Use Review Board meeting on zoning adoption
  - e. November 17, 2010: Town of Knightdale Council final action on zoning adoption
2. The LURB will meet on Monday, August 9 at 7 pm in the council chambers.
3. Carillon Assisted Living has begun construction of its facility on Hodge Rd. The 43,000 square foot building should be complete in about 8 months.
4. Elevation Baptist Church is nearing completion and expects to be ready for CO issuance by mid August.
5. The Town is seeking applications from citizens who live in Knightdale's ETJ to serve on the Land Use Review Board. The Appointee will serve the remaining 6 months of the current term assigned to the position (Mr. George Wiggins), and then will be eligible to be re-appointed for up to two additional three year terms.
6. Crosland recorded two additional plats for the Churchill Subdivision in July adding 55 total lots to the subdivision.
7. W&W is preparing to record the first sub-phase of the next section of Princeton Manor. The sub-phase consists of 16 lots.